

RELEASE OF INFORMATION:

The South Carolina Freedom of Information Act, South Carolina Code of Laws, Section 30-4-10 through 30-4-165 is located at <http://www.scstatehouse.gov/code/t30c004.htm>

In accordance with the South Carolina Family Privacy Protection Act, South Carolina Code of Laws, Section 30-2-10, *et seq.*, the information provided must not be used to contact any person directly for the purpose of commercial solicitation.

HOW TO MAKE A FOIA REQUEST:

Please state that the information you are seeking is requested under the South Carolina Freedom of Information Act, and provide as much detail as possible. If you have any questions, please contact the Director's office at the number provided below.

Please do not contact our instructional staff directly. This is so that we may track all requests and ensure you receive accurate information in response. All responses to requests must be approved by the Academy's Director and any "response" not approved by the Director is not an "official" response by the Academy. Therefore, we ask for your cooperation with this process.

All requests for information under the Freedom of Information Act, to include Subpoenas, for documents, should be submitted in writing, and addressed to:

**Hubert F. Harrell, Director
South Carolina Criminal Justice Academy
5400 Broad River Road
Columbia, South Carolina 29212
803-896-7779**

FEE SCHEDULE

Master Data Sheet/Officer Training Record	\$15.00
Basic Law Enforcement Manual	\$75.00
Miscellaneous Manuals	\$35.00
Copy of Basic Law Enforcement Curriculum	\$9.00
Certification Documents/Records	\$1.00 first page .50¢ for each additional page
Hand Copied Manuals (out of print)	\$1.00 first page .50¢ for each additional page
Teleclass/Telecourse on DVD	\$15.00 per DVD

Teleclass/Telecourse on VHS

\$25.00 per hour of program

For Speed Measurement Device Manuals

Student Manuals #HS809-117

Instructor Manuals #HS809-116

Contact: Enforcement of Justice Division
Larry Hill
1-202-366-9100

For DUI-SFST Manuals

Student Manuals #PB 2009 103453

Instructor Manuals #PB 2009 103452

Contact: NTIS (www.ntis.gov/products/dwi.aspx)
1-800-553-6847 or 703-605-6000